

WENTWORTH CONDOMINIUM CORPORATION NO. 171
Minutes of the Board of Directors' Meeting
held on Monday, April 29, 2019 at 4:30 p.m.
In the Party Room, 67 Caroline Street South, Hamilton, ON

PRESENT Sharon Cole
Vincenza Travale
Rob Byl
Brenda Ginn
Anna DiMarcantonio

Paul Casuccio, Property Manager, of PMC York Properties Inc.
Margot Casuccio, Recording Secretary, of PMC York Properties Inc.
Justin Casuccio, Assistant, of PMC York Properties Inc.
Kevin Green, of First Condo Group Ltd., by tele-conference, (4:45 - 4:55 p.m.)

CALL TO ORDER The meeting was called to order at 4:30 p.m.

APPROVAL OF MINUTES

The minutes of the board meeting held March 4, 2019 were approved on a motion by Brenda Ginn, seconded by Sharon Cole, and carried with all in favour.

APPROVAL OF FINANCIAL STATEMENTS

The financial statements for the months of February and March 2019 were approved as prepared by PMC York Properties Inc., on a motion by Sharon Cole, seconded by Brenda Ginn, and carried with all in favour.

Paul Casuccio noted that to date, almost 60% of the unit owners have responded with payment of the special assessment, and the remaining unit owners will be reminded that the first installment is due May 1st. This will continue to be carefully monitored over the coming weeks.

**KEVIN GREEN CONFERENCE CALL
RE; RESERVE FUND STUDY**

Kevin Green, of First Condo Group Ltd., was called, and presented information to the board further to three options/scenarios that he had calculated with Cash Flow Projection Tables. The board reviewed these three additional options, and in particular the effect that these various cash flow fluctuations would have on the actual condo fees per month, and the total condo fees paid over 10-year and 25-year case studies.

After careful consideration and review of the spreadsheets provided, the board was satisfied that the Reserve Fund Study that was recently approved is the best option for the corporation at this time. In preparation of the June 26th owners meeting, Paul and Margot Casuccio will have a meeting with Kevin Green to further analyze and go over the 10-year and 25-year projections and will report back to the board.

EXERCISE ROOM & POOL/SPA ROOM

The board agreed that the options for refurbishments to the exercise/pool areas and various options for purchasing new fitness equipment will be deferred for the time being while the major exterior building work is ongoing. Quotes have been received from PPL Aquatic, Fitness, and Spa Group.

DRYER DUCT CLEANING

A quote has been received from PowerVac for cleaning of all dryer exhaust ductwork throughout the entire building, in the amount of \$12,000.00 plus HST. The extra cost for changing existing plastic flex ducting or damaged flex ducting would be \$50.00 plus HST per unit, which would be paid by the individual unit owner, where required. The board is supportive of having this work done, however two additional quotes will be sought for the next board meeting for price comparison purposes.

WATERPROOFING

The electrical room foundation wall was waterproofed by Northcrest Restoration Inc., with the supervision of Edison Engineering. The total cost was \$7,368.00, including the engineering fees. This work was approved by the board on a motion by Anna DiMarcantonio, seconded by Rob Byl, and carried with all in favour. This will be expensed from the Reserve Fund.

P1 LEVEL FLOOR-CRACKS

Edison Engineering Inc. provided a bid analysis summary of the three quotes obtained to resolve repairs to the underground entrance trench and various leaks from the P1 garage floor into the P2 garage. The lowest bidder was Northcrest Restoration Inc., at a quoted cost of \$37,420.00 plus HST. The related engineering costs would be \$4,000.00 plus HST for site review and management. Allowing for contingency and other costs, it is expected that the total project cost would be \$44,420.00 plus HST. This work was approved by the board of directors on a motion by Anna DiMarcantonio, seconded by Vincie Travale, and carried with all in favour. This will be expensed from the Reserve Fund.

When the garage floors are power-washed as scheduled next Sunday (May 12th), it will be evident whether there are any other leaking areas.

BUILDING OVER-CLADDING

The over-cladding project is now underway. Time has been lost due to weather conditions, and so the project is already slightly behind schedule. The first progress payment will be due during the month of May 2019.

The next construction meeting was set for Thursday, May 16, 2019 at 1:30 p.m. Any board members interested in attending were welcomed to join at that time.

Various areas on several balconies were noted with current leaks.

Paul Casuccio noted that he will be arranging for a “flat roof” expert to inspect the building’s roof to provide an assessment on the condition and remaining life of the roof structure.

CONTRACT CHANGE ORDER:

Various Items at additional cost to the original contract price were quoted:

- Painting of balcony soffits (all 140 ceilings);
- Install reinforced texture acrylic finish on inside face of balcony guards;
- Re-doing walls/soffits at penthouse level;
- Dealing with paint peeling on balcony guard inner walls, building-wide (stucco finish).

In light of the fact that the application of a new stucco type finish is recommended rather than scraping and re-painting of the inside face of all balcony walls, a legal opinion was sought and provided on April 26, 2019 from Robson Carpenter, LLP, confirming that approval from all unit owners is not required for this additional item. On a motion by Anna DiMarcantonio, seconded by Sharon Cole, and carried with all in favour, the board was in favour of proceeding with this contract change order, which includes all items listed above, including the application of a stucco finish to the inside face of balcony walls, at a quoted cost of \$244,350.00 plus HST, as itemized in the April 8, 2019 email from Edison Engineering.

MANAGEMENT AGREEMENT:

PMC York Properties Inc. noted that a significant amount of extra time has been incurred and that additional amount of project management time will continue to be required throughout the remainder of this project. Paul Casuccio stated that the management agreement between the corporation and PMC York Properties allows for a 3% fee to be payable for major projects over \$100,000.00. This clause is applicable for this current and ongoing major construction project. On a motion by Anna DiMarcantonio, seconded by Brenda Ginn, and carried with all in favour, the board was unanimously in favour of approving this expenditure.

**POWER FLUSHING OF
KITCHEN RISER “C” DROP**

Unit 7C and 8C have recently experienced soap suds backing up and “gurgling” sounds from their kitchen sinks. This is an indication that this kitchen riser may be in need of a power cleaning. Provision has been given in the operating budget (\$5,000.00 in G/L category # 5491), for one riser as a regular maintenance item. The property manager is recommending that the “C” drop be done during this fiscal year. On a motion by Anna DiMarcantonio, seconded by Vincenza Travale, and carried with all in favour, the board was in agreement that this will be done by Rescue Rooter.

GARAGE CLEANING / CATCH-BASINS

The underground floors and walls will be power washed on Sunday, May 12, 2019. Edifice Building Services will also be cleaning out all catch-basins and sump pump pits.

P2 / P1 LEVEL ELEVATOR PAINTING

This work will be done soon by Steven Simpson, as quoted. The paintings/artwork in this area will be removed.

RELIEF SUPERINTENDENT

The building's relief superintendent, Gilbert Barbadillo, has given the corporation notice that he will be leaving this position effective immediately to pursue a new job in another city. The property manager has already been in touch with a potential replacement and will be meeting on-site with this individual tomorrow afternoon. The board will be kept informed as this progresses.

AUDIT – DEC.31/2018

The audited financial statements for the fiscal year ending December 31, 2018 have now been completed and submitted by Barry Welsh, LLP. The board approved the audit as presented, on a motion by Anna DiMarcantonio, seconded by Rob Byl, and carried with all in favour, and signed the required paper-work accordingly.

ANNUAL GENERAL MEETING

This year's annual meeting is scheduled to be held May 29, 2019. Registration will begin at 6:30, with the meeting commencing at 7:00 p.m. There are three candidates running for election so far. Sharon Cole agreed to ask Greta Borsellino and Irene Tuttle about organizing refreshments for the meeting.

SPECIAL MEETING

The information meeting for the purpose of discussing the Reserve Fund Study will be held on June 26th. Kevin Green, of First Condo Group Ltd will be in attendance at this meeting. There will be presentations from First Condo Group and PMC York Properties. There will then be opportunity for a question/answer format between unit owners and the reserve fund planner and management.

RESIGNATION

Vincenza Travale gave notice that she will be resigning her position as director on this board, effective at this year's annual general meeting. The annual general meeting notice will reflect that there are now two board positions open for election, one for a three-year term, and one for the remaining one-year left on Vincie's term. Vincenza Travale was sincerely thanked for the invaluable service on the board she has given over the past many years.

NEXT MEETING

The next board of directors' meeting will be scheduled after the annual general meeting.

ADJOURNMENT

There being no further business, the meeting was adjourned at 7:15 p.m. on a motion by Rob Byl, seconded by Anna DiMarcantonio.

Accepted by the Board of Directors: _____
Signature